

TOWN BOARD MEETING AGENDA
January 4, 2017

TOWN BOARD WORKSHOP – Board Room – 6:30 pm

PLEDGE OF ALLEGIANCE and MOMENT OF SILENCE

PROCLAMATION: HONORING THE SHENENDEHOWA FIELD HOCKEY TEAM

PUBLIC HEARING: CHA – CHANGES TO THE ALLOCATIONS OF THE
NORTHERN GEIS

COMMUNITY EVENTS:

Two Towns One Book, Season 6 Kickoff of the Community Read chosen book of
NOON AT TIFFANY'S by Echo Heron. A delightful presentation: Tiffany
Treasures will be given by Michael Barrett, a Tiffany expert on Saturday, January
21, 2017 at 1:30 PM at the Clifton Park Halfmoon Public Library. Reservations are
requested.

TOWN MEETINGS:

Town Board Meetings: 1st & 3rd Wednesday of month at 7:00 pm except May 7th at
2:00 pm

Pre-meeting at 6:30 pm

Zoning Board of Appeals: 1st Monday of month at 7:15 pm. Pre-meeting at 7:00 pm

Planning Board Meeting: 2nd & 4th Monday of month at 7:00 pm. Pre-meeting at
6:00 pm

Board of Assessment Review: 4th Tuesday in May

Senior Center Business Meeting: 1st Wednesday of month at 1:00 pm

Halfmoon Historical Society: Last Tuesday of month at 7:00 pm

Open Space & Trails Committee: Feb. 17, April 17, June 19, Aug 21, Oct 16, Dec 18,
The 3rd Monday except Feb due to holiday

Resident Relations Committee: TBD

Business & Economic Development Committee: TBD

REPORTS OF BOARD MEMBERS AND TOWN ATTORNEY

Kevin J. Tollisen (Town Supervisor)

Paul Hotaling (Deputy Supervisor): (1) Chair of Parks & Recreation, (2) Chair of
Town Infrastructure (Water, Highway, Building & Maintenance), (3) Chair of
Character Counts, (4) Chair of Personnel Committee, (5) Chair of Safety Committee

John Wasielewski (Town Board Member): (1) Chair of Ethics Committee, (2) Chair of Committee on Emergency Services and Public Safety (Emergency Corps, Fire Department, Police); (3) Chair of Committee on Resident Relations, (4) Liaison to Planning Board

Daphne Jordan (Town Board Member): (1) Chair of Business and Economic Development (2) Chair of Insurance (Liability and Medical) (3) Liaison to Open Space and Trails Committee, (4) Zoning Board Liaison

Jeremy Connors (Town Board Member): (1) Liaison to Planning Board; (2) Chair of Animal Control Committee (3) Chair of Committee on Not for Profit Organizations; (4) Co-Chair of Business & Economic Development Committee (5) Chair of Committee for Baseball/Athletic Organizations

Lynda Bryan (Town Clerk): (1) Chair of Senior Programs, (2) Chair of Committee on Historical Archives (3) Co-Chair on Residence Relations Committee

Amanda Smith (Recreation Director): (1) Liaison to Halfmoon Celebrations Committee

Lyn Murphy, Esq., (Town Attorney)

Cathy Drobný, Esq. (Town Attorney)

PUBLIC COMMENT (for discussion of agenda topics)

DEPARTMENT REPORTS – month of December

1. Town Justice Wormuth

Total # Cases – 189 Total Fees Submitted to the Supervisor - \$30,078

2. Town Justice Suchocki

Total # Cases – 238 Total Fees Submitted to the Supervisor - \$27,599

3. Town Clerk

Total Fees Submitted to the Supervisor - \$6,912.64

4. Building

Total # Permits – 79 Total Fees Submitted to the Supervisor - \$12,795.50

5. Fire

Total # Permits – 10 Total Fees Submitted to the Supervisor - \$750

6. Safety Inspections

Total # Permits – 40 Total Fees Submitted to the Supervisor - \$3,680

7. Senior Express Total # Riders – 376 Total # Meals - 584

DEPARTMENT MANAGER MONTHLY REPORTS – (Can be viewed at the Town Clerk's Office) month of December
Town Clerk, Town Justices, Building & Code,

CORRESPONDENCE

1. Received from the Town Highway Department notification that they will be picking up Christmas Trees as weather and time allows until Friday January 13th. Trees need to be left curbside, clean and free of ALL decorations included tinsel.
2. Received from Open Space and Trails Committee notification of an open seat on their committee. All persons interested may submit a resume and letter of interest to Town Clerk Lynda Bryan. Deadline for submissions is January 20th.
3. Received from Margaret Sautter, her letter stating that she will not be reapplying as Alternate on the Planning Board.
4. Received from Sushi Na-Ra notification of their intent to renew their Liquor License.
5. Received from Saratoga Economic Development Corporation (SEDC), their yearend report for 2016 and a peek of what they are looking to do in 2017.
6. Received from NYSEG, owner and operator of the Upper Mechanicville Hydroelectric Project located on the Hudson River filed its Notice of Intent with the Federal Energy Regulatory Commission to pursue a new license for the continued operation of the project.
7. Received from the Town of Waterford, their Comprehensive Plan update. If there are no written objections, the Town of Waterford will assume the role of Lead Agency.

NEW BUSINESS

1. Resolution to approve and order paid all vouchers #1-35
2. Resolution to approve minutes of Town Board Meeting of December 21, 2016 as presented.
3. Resolution to approve minutes of Town Board Year End Meeting of December 30, 2016 as presented.

4. Resolution that the Town Board approves the Change Order #1 to Luizzi Bros Contract Inc. for the Connection Trail Project in the not to exceed amount of \$3,970, per the review and approval of the Town Attorney.
5. Resolution that the Town Board authorizes Town employees to attend the Association of Towns 2017 Training School and Annual Meeting in New York City on February 19th-22nd, 2017 and authorize payment of \$125 registration fee for each employee attending, subject to the review and approval of the Town Supervisor.
6. Resolution that the Town Board designates Kevin J. Tollisen, Town Supervisor to attend the Annual Business Session of the Association of Towns and to cast/vote of the aforesaid Town, and Lynda A. Bryan, Town Clerk as the Alternate.
7. Resolution that the Town Board enter into a 2017 service agreement for 1 year with North East Fire Protection for yearly fire sprinkler system inspection of Town Hall, Highway Garage, Parks Department, Building and Parks (Recreation) Clubhouse and Water Treatment Plant at a cost of \$1,250.00 and authorize the Supervisor to execute the Agreement, subject to the review and approval by the Town Attorney.
8. Resolution that the Town Board enter into a 2017 service agreement for 1 year with FS&S for yearly inspection of Fire Alarm and FM200 system at Town Hall at a cost of \$2,327.80 and authorize the Supervisor to execute the Agreement, subject to the review and approval by the Town Attorney.
9. Resolution that the Town Board enter into a 2017 service agreement for 1 year with Alarm & Suppression, Inc. for the fire alarm inspection at the Highway Department, Justice Building, Park Maintenance, Recreation Clubhouse and the Halfmoon Senior Center in the amount of \$2,425.00 and authorize the Supervisor to execute the Agreement, subject to the review and approval by the Town Attorney.
10. Resolution that the Town Board enter into a 2017 service agreement for 1 year with Midstate Heating and Cooling, 15 Hudson Avenue, Mechanicville for heating and cooling at Town Hall, Highway Department, Water Treatment Plant, Senior Center, Justice Building, Town Park and the Historical Building in the not to exceed amount of \$16,400 and authorize the Supervisor to execute the Agreement, subject to the review and approval by the Town Attorney.
11. Resolution that the Town Board approves the Town to enter into a service agreement for 3 year with Milton Cat for Semi-Annual service for generators at the Justice Building, Water Treatment Facility, Lock One Road, Senior Center, Highway Department, and Town Hall at an annual cost of \$8,721 and authorize the

Supervisor to execute the Agreements, subject to the review and approval by the Town Attorney.

12. Resolution to authorize the Supervisor to make the attached Transfer between Appropriations and Creation of Appropriations.

2016 Creation:

A resolution is necessary to close the project budgetary accounts for the HVAC/Information Technology project for accounting purposes thru December 31, 2016. This capital project was for the update/replacement of the HVAC systems in buildings located at the Senior Center, Justice Building and Highway Department, together with the purchase of a new phone system, computers for the buildings located at all Town offices and the construction of a new website. The total project was \$180,000 which was funded by General Fund Capital Reserve, money left over will be returned to the Reserve.

Debit: Appropriations 35-960 \$180,000
 Subsidiary: 35-5-1620.20 - \$180,000
 Buildings—Capital Outlay

Credit: Estimated Revenues 35-510 \$180,000
 Subsidiary: 35-4-5031 - \$180,000
 Interfund Transfers

2016 Creation:

A resolution is needed to appropriate the 2016 contributions from donations made to the Character Counts Program from, Halfmoon Fire Dept, Sheldon Hills and American Legion Aux, for the summer recreation program for youths to attend summer camp as follows:

DEBIT: Estimated Revenues 10-510 \$1,040
 Subsidiary: Community Gift Contributions
 10-4-2705 - \$1,040

CREDIT: Appropriations 10-960 \$1,040
 Subsidiary: Character Counts – Contractual
 10-5-7989.41 - \$1,040

Transfers between Appropriations 2016

From Account	To Account	Amount	Reason
30-5-8320.20 Source of SP&P-Equip	30-5-8310.42 Admin-Cont-Legal Fees	\$1,510	To cover expenses thru year end

PUBLIC COMMENT (for discussion of non-agenda items)

ADJOURN